



The City of West University Place

A Neighborhood City

Notice of Building & Standards Commission Meeting

Notice is hereby given that the Building & Standards Commission (BSC) and members of the City Council of the City of West University Place, Texas will hold a meeting on:

October 1, 2020

Beginning at 6:00 P.M.

**In the Municipal Building, Located at 3800 University Blvd.,
West University Place, Texas 77005**

Notice is hereby given of a **regular meeting of the Building and Standards Commission to be held via teleconference** on Thursday, September 17, 2020 beginning at 6:00 p.m. in the **Municipal Building** located at 3800 University Blvd., West University Place, Texas.

Due to the COVID-19 Disaster and CDC'S recommendation regarding social distancing measures, the public will not be allowed to be physically present at this meeting. Building and Standards Commission will be meeting via teleconference and will be audible to members of the public and allow for two-way communications for those desiring to participate. **To attend the meeting via telephonic means**, please call **346-248-7799** and use **Meeting ID: 852 6733 0167** or follow the link:

<https://us02web.zoom.us/j/85267330167>

Any person interested in speaking on any item on the agenda must submit his/her request via email to the Building Official at cchew@westutx.gov at least **one (1) hour prior to the start of the meeting**. The request must include the speaker's name, address, the phone number that will be for the call and the agenda item number, if applicable.

The agenda packet is accessible to the public on the City's website. After the meeting, a recording of this meeting will be made available to the public.

Note: The Commission reserves the right to convene in a closed session for any agenda item if the need arises pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

The subjects of the meeting are as follows:

[Call to Order.]

1. **Notices, Rules, Etc.** Matters relating to announcements, notices, introductions, rules, meeting procedures and identifying parties.
2. **Meeting Minutes.** Matters relating to discussion and approval of the meeting minutes of September 17, 2020
3. **Stucco Exteriors.** Matters related to reducing stucco related problems
4. **Materials Disclosure.** Matters related to disclosing materials and specifications to buyers of new homes.
5. **Executive Session (if necessary).** The Commission reserves the right at any time during the session to convene in a closed session pursuant to Chapter 551 of the Texas Government Code, for reasons including but not limited to: Section 551.071 (consultation with legal counsel to seek





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or receive legal advice or consultation regarding pending or contemplated litigation); Section 551.087 (deliberation regarding economic development).

Convene into Open Session. Take action, if any.

ANYONE WITH A DISABILITY REQUIRING SPECIAL ARRANGEMENTS TO BE ABLE TO PARTICIPATE IN THE MEETING MAY CONTACT THE PERSON WHO SIGNS THIS NOTICE BELOW, IN ADVANCE OF THE MEETING, TO ALLOW TIME FOR ARRANGEMENTS TO BE MADE AS NECESSARY. THE MEETING PLACE MENTIONED ABOVE IS ACCESSIBLE BY WHEEL CHAIRS BY USING THE SLOPED RAMP LOCATED AT THE WEST ENTRANCE TO THE MUNICIPAL BUILDING. SPECIALLY MARKED PARKING SPACES ARE AVAILABLE IN THE PARKING LOT ADJOINING UNIVERSITY BOULEVARD.

I CERTIFY THAT THIS NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE WEST UNIVERSITY PLACE BUILDING AND STANDARDS COMMISSION ON OCTOBER 1, 2020 WAS POSTED ON THE MUNICIPAL BUILDING BULLET BOARD ON OR BEFORE THE 28TH DAY OF SEPTEMBER 2020, AT OR BEFORE 6:00 O'CLOCK PM.

Clay Chew, Chief Building Official, cchew@westutx.gov, 713-662-5830



AGENDA

ITEM

#2



The City of West University Place
A Neighborhood City

Building & Standards Commission

Located in the Council Chambers,

3800 University Blvd,
West University Place, Texas 77005
Meeting Minutes

September 17, 2020

MEMBERS PRESENT: Bruce Beneke, James Craig, Charles Marshall, Eddie Mathews, Gerry Spedale

MEMBERS ABSENT: Muddy McDaniel, Johnathon Hance, Diana Pardo Rodriguez

STAFF PRESENT: Chief Building Official Clay Chew, Permit Technician Lisa Ray

GUESTS PRESENT: None

[Call to Order] Bruce Beneke called the meeting to order at 6:05p.m.

1. **Notices, Rules, Etc.** Bruce Beneke welcomed BSC members, staff, and visitors to the meeting. Bruce Beneke reminded the board that certain email correspondence can be a violation of the Open Meetings Act, and to be more mindful of how correspondence takes place.
2. **Meeting Minutes.** Gerry Spedale made a motion to approve the August 6, 2020 meeting minutes with revision recommend by Eddie Mathews. James Craig seconded. **AYES:** Bruce Beneke, James Craig, Charles Marshall, Eddie Mathews, Gerry Spedale. **NOES:** None. **ABSTAIN:** None. Meeting minutes approved.
3. **Election of Vice-Chairman.** Bruce Beneke addressed the board and asked if there were any recommendations to nominate a Vice Chairman. Eddie Mathews made a motion to nominate James Craig. Gerry Spedale seconded. **AYES:** Bruce Beneke, James Craig, Charles Marshall, Eddie Mathews, Gerry Spedale. **NOES:** None. **ABSTAIN:** None.
4. **Stucco Exteriors.** Clay Chew presented the difficulties currently associated with stucco installers. He stated that this type of contractor is not required to register with the City and it makes it more difficult to ensure quality control. After a discussion of what type inspections and options could assist in implementing regulations on stucco installation; Jim Craig made a motion to register stucco contractors, with approved fee, and an inspections





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between coats. Eddie Matthews seconded. **AYES:** Bruce Beneke, James Craig, Charles Marshall, Eddie Mathews, Gerry Spedale. **NOES:** None. **ABSTAIN:** None.

5. **Materials Disclosure.** Bruce Beneke presented the pros and cons of using certain building materials such as PEX. Bruce shared that a number of residents have been concerned with what is perceived as inferior building materials in new construction. After a discussion on additional building materials and if builders can provide a materials list; Eddie Matthews suggested the board ask Alan Petrov what the parameters are and re-discuss next meeting.

Gerry Spedale made a motion to adjourn. James Craig seconded. **AYES** Bruce Beneke, James Craig, Charles Marshall, Eddie Mathews, Gerry Spedale. **NOES:** None. **ABSTAIN:** None.

Meeting adjourned at 7:05 p.m.

PASSED THIS _____ DAY OF _____, 2020

Bruce Beneke, Chairman

ATTEST: _____

Mrs. Lisa Ray, Permit Technician



AGENDA

ITEM

#3

STAFF REPORT

**Business of the Building and Standards Commission
City of West University Place, Texas**

AGENDA OF: October 1, 2020 DATE SUBMITTED: September 28, 2020 PREPARED BY: Clay Chew, CBO, CFM City Building Official SUBJECT: Reducing stucco related problems on new construction.	DEPARTMENT OF ORIGIN: Development Services PRESENTER: Clay Chew, CBO, CFM City Building Official STAFF PRESENTER: Clay Chew, CBO, CFM Chief Building Official
ATTACHMENTS: N/A	

STAFF SUMMARY

The City Council requested staff and the Building and Standards Commission to review construction standards and possible additional registration for stucco construction on new homes.

The International Residential Code requires Exterior stucco installation to be in compliance with ASTM C926 and ASTM C1063. Development Services will be adding a minimum of 2 inspections to ensure compliance and a better finished product.

AGENDA

ITEM

#4

STAFF REPORT

**Business of the Building and Standards Commission
City of West University Place, Texas**

AGENDA OF: October 1, 2020	DEPARTMENT OF ORIGIN: Development Services
DATE SUBMITTED: September 28, 2020	PRESENTER: Bruce Beneke, Building and Standards Chair
PREPARED BY: Clay Chew, CBO, CFM City Building Official	
SUBJECT: Disclosure of materials used on new construction	
ATTACHMENTS: N/A	

STAFF SUMMARY

Bruce Beneke requested that the Building and Standards Commission discuss ways to inform new home buyers of the materials used in construction.